

DDA Subject Copy

18-3

ROUTING AND TRANSMITTAL SLIP		Date	
		31 JANUARY 1986	
TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. DIRECTOR OF MEDICAL SERVICES			
2.			
3.			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

REMARKS

#1 - ACTION

PLEASE HANDLE AS APPROPRIATE.

cc: Director of Training and Education

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions.

	Room No.—Bldg.
	Phone No.

FORM 41 (Rev. 7-76)
GSA
101-11.206

STAT

ROUTING AND TRANSMITTAL SLIP		Date	
		31 JANUARY 1986	
TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. EXECUTIVE REGISTRY			
2.			
3.			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		
REMARKS			

THE DDA WILL TAKE CARE OF THE ACTION
ON THE ATTACHED INSTEAD OF THE PAO.

EXO/DDA

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

* U.S.G.P.O.: 1983-421-529/320

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

EXECUTIVE SECRETARIAT

ROUTING SLIP

17 JAN 1986

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA		← X		
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO	X			ac
15	D/PERS				
16	VC/NIC				
17	D/OMS/DA		X		
18					
19					
20					
21					
22					

SUSPENSE _____
Date _____

Remarks

TO #14: For your handling as appropriate.

Executive Secretary

16 JAN 86

Date

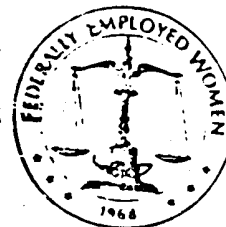
3637 (10-81)

STAT



Federally employed women • an organization for opportunity & equality for women in government

86- 0214x



MEMORANDUM: To Federal Agency Heads
 FROM: D.C. Metropolitan Region Federally Employed Women
 SUBJECT: Annual Regional Training Program (RTP)

Dates: February 21-22, 1986

Place: National 4-H Conference Center
 7100 Connecticut Avenue, Chevy Chase, Maryland

Theme: " A Healthy FEW Through a Healthy YOU"

President Ronald Reagan has stated that, " A healthier workforce means higher productivity, reduced absenteeism and less overtime." The D.C. Metropolitan Region of FEW has planned its annual training program around the theme of creating a healthy workforce through knowledge of health and healthy behaviors. Health topics will be discussed in their broadest terms--physical/mental/social/economic-- and will include nutrition, physical fitness and exercise, how our bodies "tick", intelligent use of medication, traditional vs. non-traditional approaches to health care, bioethics, environmental health hazards, mental health and the worksite, substance abuse, sexual assault and family violence, health and behavior, aging, women and retirement, and protecting future economic health.

Your assistance is requested by supporting RTP, encouraging your agency staff to attend and encouraging management of your agency's units to support employee attendance. Within available resources, cost of attending this training program may be paid by employing agencies under provisions of Title V, CH 41, U.S. Code (formerly Government Employees Training Act).

For further information and for registration material, interested persons may contact Eleanor Friedenberg (443-3367) or Barbara Weimar (443-3648) or write to FEW/RTP, P.O. Box 2105, Rockville, Maryland 20852. Thank you for your interest in and support of Federally Employed Women.

Eleanor C. Friedenberg
 Eleanor C. Friedenberg
Barbara R. Weimar
 Barbara R. Weimar